

**BY ORDER OF THE COMMANDER
OF ROBINS AIR FORCE BASE**

**ROBINS AIR FORCE BASE
INSTRUCTION 21-116**



21 DECEMBER 2015

Maintenance

***AIRCRAFT MAINTENANCE,
MOVEMENT, AND PARKING
ON THE WR-ALC RAMP***

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction identifies the type of maintenance that may be performed at specified parking locations. It also describes the procedures used to coordinate approval for high-risk maintenance operations performed on the Warner Robins Air Logistics Complex (WR-ALC) parking ramp. It applies to all WR-ALC depot maintenance production organizations. **Note:** Exceptions may be negotiated among the squadrons via the Aircraft Maintenance Operations Center (AMOC). Refer recommended changes and questions about this publication to the office of primary responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional's chain of command. This publication may be supplemented at any level, but all direct supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Requests for waivers must come through the chain of command from the commander or civilian director of the maintenance group or staff office seeking relief from compliance. Waiver requests must be submitted to the OPR; waiver approval authority for all compliance items within this publication are at the Tier T-3 level. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System Records Disposition Schedule located at <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>. See **Attachment 1** for a glossary of references and supporting information.

SUMMARY OF CHANGES

This revision adds statements regarding supplementation of this publication and waiver requests, **opening paragraph**; clarifies operations not allowed on adjacent aircraft before starting engines, **paragraph 2.3**; updates approval authority for noise level, **paragraph 4.2 and 4.3**; clarifies type of aircraft, **paragraph 5.2.1 and 5.2.2**; revises jacking operations, **paragraph 5.3**; updates glossary of references and supporting information, **Attachment 1**; updates parking designations, equipment storage, and restrictions, **Attachment 2**; and updates publication references and office symbols throughout instruction.

1. Responsibilities.

1.1. The 402d Aircraft Maintenance Group (402 AMXG) is responsible for coordination of depot aircraft movement and parking on the WR-ALC ramp.

1.2. 402 AMXG has the responsibility for the daily management of depot aircraft movement, parking, and engine operation on the WR-ALC ramp through coordination with Airfield Management Operations (AMOPS). 402 AMXG will review and coordinate annually this instruction with WR-ALC Safety Office (WR-ALC/SE), 78th Operations Support Squadron (78 OSS), 78th Civil Engineering Group (78 CEG), and all aircraft squadrons to ensure that designated locations continue to meet regulatory guidance.

1.3. AMOC will provide oversight and document the coordination of ALC high-risk maintenance activities such as confined space entry, jacking operations outside of hangars, crane operations, etc.

1.4. The airfield manager is responsible for other aircraft parking areas. Using or servicing agencies having parking spot preferences for transient aircraft must coordinate with AMOPS. The airfield manager, or designated representative, is the final approval authority for all transient aircraft parking. **Note:** All transient aircraft will be parked on an authorized parking spot unless approved by the airfield manager.

2. Aircraft Movement.

2.1. Towing Operation Procedures. All aircraft maintenance tows require prior coordination with AMOC. When contacted, AMOC will coordinate the aircraft movement with the 402d Aircraft Maintenance Support Squadron (402 AMXSS).

2.2. AMOC will coordinate with AMOPS on all tows that utilize or block active taxiways and runways.

2.3. Aircraft are authorized to taxi from the following parking locations: F1, F2, F3, F4, F5, F6, F7, F8, F9, and building 131. Production/Functional Test supervisor will ensure no fuel servicing, fuel maintenance, or any other type of maintenance operations are in process on adjacent aircraft before starting engines. Aircraft adjacent to a jacked aircraft on spots F2–F8 will be repositioned in the taxilane prior to engine start. Aircraft will not taxi within 100 feet of any aircraft performing fuel service or maintenance. Ensure jet blast/prop wash from taxiing aircraft does not affect adjacent aircraft or maintenance operations.

3. Aircraft Parking Designations, Equipment Storage Locations, and Restrictions.

3.1. Aircraft parking locations, equipment storage locations, and maintenance restrictions are shown by position and organization in **Attachment 2**, Parking Designations, Equipment

Figure A3.1. WR-ALC Parking Ramp



4.1. Coordination. All maintenance engine operation requests will be coordinated through AMOC. The requesting agency will provide location, aircraft serial number, mission design series, reason, duration, and initial run status to AMOC. AMOC will coordinate with AMOPS and the Fire Department and provide the requesting agency with final approval or disapproval. Prior to operating the aircraft engine, the engine operator will notify Robins Tower of the aircraft location, engine run start time, and continue to monitor the tower frequency using the aircraft radio until operation of engine is complete. Upon engine shut down, the engine operator will notify the tower and AMOC of engine run completion.

4.2. Noise Abatement. Engine runs other than preflight are to be completed by 2200L. During the quiet hour periods (2200-0600), engine runs above idle speed are prohibited unless approved by the appropriate authority. For all ALC units, the 402 AMXG Commander (CC)/Deputy Director (DD)/Deputy Commander (CD) is the approval authority as currently required by Robins Air Force Base Instruction (RAFBI) 13-204, *Airfield Operations*. Engine runs of this nature must be kept to an absolute minimum. AMOC will

contact 402 AMXG CC/DD/CD, if required, and AMOPS, briefing the start time, reason, duration, and the location of the aircraft prior to operating the engines. AMOPS will notify Robins Tower of approved engine operations.

4.3. Engine runs conducted at idle speed do not require the 402 AMXG/CC/DD/CD approval. However, engine operations at idle speed still require coordination with AMOC, who will notify AMOPS and the Fire Department of the engine operation.

4.4. If the engine operation location is not listed in [Attachment 2](#), coordinate with AMOPS through AMOC to assure minimum specified distances are maintained between engine runs and other aircraft to minimize the impact of jet/propeller blast on other operations. Compliance with the distancing criteria in the weapon system specific technical data is mandatory.

5. Hazardous Operations.

5.1. Confined Space Operations. Anytime personnel enter a permit-required confined space, refer to WR-ALC Operating Instruction (OI) 91-25, *Confined Space Entry*, and the WR-ALC Master Entry Plan (MEP).

5.2. Fuel Cell Maintenance.

5.2.1. Primary Fuel Repair. Contact AMOC when fuel maintenance on non-fluid purged aircraft is to be performed at a primary fuel repair location identified in [Attachment 2](#). Supervisors will provide AMOC the aircraft serial number and location of the maintenance.

5.2.2. Alternate Fuel Repair. All parking locations can be considered alternate fuel repair locations after approval. Supervisors will contact AMOC to coordinate and gain approval for fuel maintenance on non-fluid purged aircraft at an alternate fuel repair location. Supervisors will provide AMOC the requested fuel maintenance location and aircraft serial number. AMOC will coordinate with Base Fire Department, WR-ALC/SE, AMOPS, Environmental Management (78 CEG/CEIE), and Bioenvironmental Engineering (78 AMDS/SGPB) prior to granting final approval or disapproval for alternate locations.

5.3. Jacking Operations. Supervisor will contact AMOC and/or pro super for permission to perform aircraft jacking operations outside. Any aircraft in functional test (FT) status must have FT oversight when using employees/crews from the maintenance docks to jack the aircraft. A call to AMOC is mandatory when this occurs. No aircraft jacking is permitted on F1 and F9, and jacking on F2–F8 may only be authorized when no other approved locations are available. Jacking on F-row (flight prep area) should be limited to tire removal and replacement; all other requests require pro super authorization and must be coordinated through AMOC. Aircraft adjacent to a jacked aircraft on spots F2–F8 will be repositioned in the taxilane prior to engine start. Supervisors will familiarize themselves with the appropriate technical order for the aircraft involved. Supervisors will provide AMOC and/or pro super the aircraft serial number, parking location, duration the aircraft will be on jacks, and if sufficient tie downs are available. Ensure the location has sufficient tie-downs or limit the time an aircraft can be on jacks in case of wind. Supervisors will obtain a weather report before jacking. When specifications for wind velocity for a particular aircraft are not available, maintenance personnel will accept a velocity of 15 miles per hour as the safe

maximum for outside jacking operations as required by AFI 91-203, *Air Force Consolidated Occupational Safety Instruction*. Once AMOC and/or pro super concurs, they must contact AMOPS for final concurrence.

5.4. Crane Operations. Supervisors will provide AMOC the aircraft serial number and parking location prior to commencing, and upon completion, of any crane operation.

JEFFREY R. KING, Colonel, USAF
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFMAN 33-363, *Management of Records*, 1 March 2008; Incorporating Change 1, 28 January 2015; Certified Current 9 April 2015

RAFBI 13-204, *Airfield Operations*, 13 July 2015

WR-ALC OI 91-25, *Confined Space Entry*, 7 May 2013; Incorporating Interim Change 1, 30 October 2013

WR-ALC MEP, *Confined Space Master Entry Plan for WR-ALC*, 1 March 2015

AFI 91-203, *Air Force Consolidated Occupational Safety Instruction*, 15 June 2012; AFI91-203_AFGM4, 17 September 2015

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFMAN—Air Force Manual

AMDS—Aerospace Medicine

AMOPS—Airfield Management Operations

AMXG—Aircraft Maintenance Group

AMXSS—Aircraft Maintenance Support Squadron

AMOC—Aircraft Maintenance Operations Center

CC—Commander

CD—Deputy Commander

CEG—Civil Engineering Group

CEIE—Environmental Management

DD—Deputy Director

FT—Functional Test

IAW—In Accordance With

MEP—Master Entry Plan

OI—Operating Instruction

OPR—Office of Primary Responsibility

OSS—Operations Support Squadron

RAFBI—Robins Air Force Base Instruction

RDS—Records Disposition Schedule

SE—Safety Office

SGPB—Bioenvironmental Engineering

WR-ALC—Warner Robins Air Logistics Complex

Attachment 2**PARKING DESIGNATIONS, EQUIPMENT STORAGE, AND RESTRICTIONS****Figure A2.1. Parking Designations, Equipment Storage, and Restrictions****C-5**

Engine Operation: F7, F8 & F9

Fuel Repair Location: N9

Functional Test Stations: F7, F8 & F9

Hangar 54: Multi Use Facility/All Purpose

Hangar 59P: Paint

Hangar 59D: Depaint, Weight & Balance

Hangar 125: Docks 1, 2, 3, 4

PDM Repair Stations: N6, N7, N8, N9 & Hangar 125

C-130

Engine Operation: F1, F2, F3, F4 & F5

Fuel Repair Location: N9, N12, N13 & N14

Functional Test Stations: F1, F2, F3, F4 & F5

Hangar 44:1

Hangar 91: T1, T2, T3, T4, T5, T6, T7, T8, T11, T12

Hangar 110: East Dock & West Dock

Hangar 83: Docks 3 & 4 Temporary

Hangar 50: Paint/depaint

Hangar 89: Paint

Hangar 2316: Docks 1 & 2

Hangar 2390: Docks 1, 2, 3 & 4

Programmed Depot Maintenance (PDM) Repair Stations: N1, N2, N3, N4, N5, N6, N7, N8, N9, N14, N15, N16, N17, N18, N19, N20, N21, N22, N23, N24, N25, N26, N27, N28, N29, N31, T9, T10, T11, T12 D1, D2, D3, D4, D5, Hangar 44, Hangar 91, Hangar 110 & Hangar 2390.

C-17

Engine Operation: F5, F6, F7, F8 & F9

Fuel Repair Location: N9, N10 & N11

Functional Test Stations: F5, F6, F7, F8 & F9

Hangar 81: Docks 1, 2, 3 & 4

Hangar 82: Docks 1 & 2

Hangar 83: Docks 1, 2, 3 & 4

Hangar 59P: Paint

Hangar 59D: Depaint, Weight & Balance

PDM Repair Stations: N6, N7, N8, N9, N10, N11, N26, N27 & N28; Hangar 81: Docks 1, 2, 3 & 4; Hangar 82: Dock 1 & 2; Hangar 83: Docks 1, 2, 3 & 4

F-15

Engine Operation: Bldg 131, Spots 1, 2, 3, 4 & 5

Fuel Repair Location: Bldg 131, Bays 1 - 5

Functional Test Stations: Bldg 131, Spots 1, 2, 3, 4 & 5

Hangar 47

Hangar 48

Hangar 49

Hangar 20031

Hangar 20036

Hangar 137 Paint Prep: 1

Hangar 137 Depaint: 2

Hangar 137 Paint: 2

Hangar 144 X-Ray: 1

PDM Repair Stations: Hangar 47; Hangar 48; Hangar 49; Hangar 20031; Hangar 20036;

N29 A/B/C; N30 A/B & N31 A/B/C

JOINT USE LOCATIONS

Compass Rose: P3, Taxiway Delta East

Refuel/Defuel Purge Stations: P1, P2, P3

Hangar 50: Paint/depaint: C-130

Hangar 59: Paint/depaint: C-17, C-5 & C-130

Hangar 89: Paint, Weight & Balance: C-130

Hangar 110: West Dock: Transient Aircraft, Specially Scheduled PDM

Transient Aircraft: C1, C2, C3 & C4

Wash Rack NE of Building 59

EQUIPMENT STORAGE LOCATIONS

PDM Repair between N5 & N6 (7,649 square feet)

PDM Repair between N6 & N7 (2,000 square feet)

PDM Repair between N20 & N25 (17,779 square feet)